

RECEIVABLES CREDIT/DEBIT MEMO FORM

Note: Complete this form electronically and use the drop down menus when provided.

Today's Date:	October 30, 2012	
Station:	WLKY	Drop Down
Sales Region:	LOCAL	Drop Down
Agency:	Lawton Media	
Advertiser:	Jim Shake for Court of Appeals	
Invoice #	964281	Net Invoice Amount
Invoice Date		Amount Paid
	Adjustment to Gross Billing	\$800
	Adjustment to Net Billing	\$ 680.00
AE Name:	WLKY Local House	
SM Name:		
Reason for DEBIT/CREDIT:	POLITICAL RATE ADJUSTMENT	Drop Down
	(Field Required - must use drop down list)	

EXPLANATION (Please explain in detail):

Political Rebate

Revised invoice required? YES

REQUIRED APPROVALS:

Local AE	Local Sales Region	(Web & Mobile when applicable)
LSM	Local Sales Region	(Web & Mobile when applicable)
NSM	National Sales Region	(Web & Mobile when applicable)
DSM	Digital Sales Region	Web & Mobile optional/station's discretion
GSM	All debits/credits	except Retrans & Non Sales region
Regl Controller	All debits/credits	

Form with all required approvals emailed to Regional C&C Manager

Input to Wide Orbit on: _____ by _____

2012 WLKY Rebate Form

Advertiser: Jim Shake for Court of Appeals

Order#: 964281

Contract#:

Agency Lawton Media

Week of	Time Period	Length	Client Paid	LUC	Difference	# Spots in TP	Rebate
10/22/12	730p-8p	30	750.00	550.00	200.00	2	400.00
	11p-1135p	30	600.00	500.00	100.00	2	200.00
	7p-730p	30	650.00	450.00	200.00	1	200.00
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						Totals	800.00
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